

**NOTICE OF A REGULAR MEETING OF THE
PUBLIC SAFETY PERSONNEL RETIREMENT BOARD OF THE
TOWN OF CLARKDALE**

**Wednesday, February 4, 2015 at 4:30 P.M.
Administration Conference Room, 39 N. 9th Street, Clarkdale, Arizona**

In accordance with Resolution #215 of the Town of Clarkdale, and Section §38-431.002 of the Arizona Revised Statutes,

NOTICE IS HEREBY GIVEN that the Public Safety Personnel Retirement Board of the Town of Clarkdale will hold a Regular Organizational Meeting on Wednesday, February 4, 2015 at 4:30 p.m. in the Town of Clarkdale Administration Conference Room, 39 N. 9th Street, Clarkdale, Arizona. Members of the Clarkdale Local Public Safety Retirement Board will attend either in person or by telephone, video or internet conferencing. Pursuant to A.R.S. §38-431.03, the Board may vote to recess the meeting and move into Executive Session on any item, which will be held immediately after the vote and will not be open to the public. Upon completion of Executive Session, the Council may resume the meeting, open to the public, to address the remaining items on the agenda.

Supporting documentation and staff reports furnished to the Board with this agenda are available for review on the Town website at www.clarkdale.az.gov and the Town Clerk's Office.

The undersigned hereby certifies that a copy of this notice was duly posted on the Community Development Building bulletin board, located at 890 Main Street, Clarkdale, Arizona on February 2, 2015 at 1:00 p.m.

All members of the public are invited to attend.

Dated this 21st day of January, 2015

TOWN OF CLARKDALE
By

Mary Ellen Dunn
MARY ELLEN DUNN
DEPUTY TOWN CLERK

As a reminder, if you are carrying a cell phone, electronic pager, computer, two-way radio, or other sound device, we ask that you turn it off at this time to minimize

ALL ITEMS ON THIS AGENDA ARE SCHEDULED FOR DISCUSSION AND POSSIBLE ACTION, UNLESS OTHERWISE NOTED.

1. **CALL TO ORDER.**
2. **PUBLIC COMMENT.** The Local Board of the Public Safety Personnel Retirement System for the Town of Clarkdale invites the public to provide comments at this time. Members of the Board may not discuss items that are not specifically identified on the agenda. Therefore, pursuant to A.R.S. § 38-431.01(G), action taken as a result of public

comment shall be limited to directing staff to study the matter for further consideration and decision at a later date. Persons interested in making a comment on a specific agenda item are asked to complete a brief form and submit it to the Board Secretary during the meeting. Each speaker is asked to limit their comments to five minutes.

3. **CONSENT AGENDA** – The consent agenda portion of the agenda is a means of expediting routine matters that must be acted on by the Board. All items are approved with one motion. Any items may be removed for discussion at the request of any Board Member.

A. **APPROVAL OF MINUTES OF THE LOCAL BOARD.** Approval of the Minutes of the Regular Meeting held September 10, 2014.

NEW BUSINESS

4. **APPROVAL AND ACCEPTANCE OF OFFICER MEMBER.** The local Pension Board approves and accepts Officer Ron Ekholm as the Officer Member of the Local Pension Board for the remaining term of October 1, 2014 – September 30, 2016.
5. **DESIGNATION OF VICE CHAIR.** Designation of an alternate to act as Chair in absence of Chairperson.
6. **ACCEPTANCE OF NEW OFFICER INTO PENSION SYSTEM.** Local Board approval and acceptance of new officer, Kristin Robertson, into the Public Safety Retirement System with no pre-existing conditions.
7. **BOARD DESIGNATION OF SIGNER FOR RETIREMENT PAPERWORK.** Applications for benefits and other retirement paperwork require the signature of the Local Board Chairperson or designee.
8. **REVIEW AND ACCEPTANCE OF NEW RATES** – The annual financial report and the annual actuarial report are reviewed and new rates accepted annually by the Board.
9. **FUTURE AGENDA ITEMS** – Listing of items to be placed on a future Board agenda.
 - Officer retirement package.
 - Report on PSPRS/Arizona League of Cities and Towns Employer Workshop
10. **ADJOURNMENT.**

***MINUTES of a REGULAR MEETING OF THE PUBLIC SAFETY
PERSONNEL RETIREMENT BOARD OF THE
TOWN OF CLARKDALE,
HELD AT 4:30 P.M. ON WEDNESDAY, September 10, 2014 IN THE ADMINISTRATION
CONFERENCE ROOM, TOWN HALL, 39 N. 9TH ST., CLARKDALE, ARIZONA***

CALL TO ORDER – Meeting was called to order at 4:30 p.m. by Chair Bohall.

Board Members:	Chair	Curt Bohall
	Citizens	Amy Bayless, Vice Chair
		Ida deBlanc
	Members	Tommy Nester
		Larry Chase

Staff Member: Mary Ellen Dunn, Board Secretary

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PUBLIC COMMENT. The Local Board of the Public Safety Personnel Retirement System for the Town of Clarkdale invites the public to provide comments at this time. Members of the Board may not discuss items that are not specifically identified on the agenda. Therefore, pursuant to A.R.S. § 38-431.01(G), action taken as a result of public comment shall be limited to directing staff to study the matter for further consideration and decision at a later date. Persons interested in making a comment on a specific agenda item are asked to complete a brief form and submit it to the Board Secretary during the meeting. Each speaker is asked to limit their comments to five minutes.

There was no public comment.

CONSENT AGENDA – The consent agenda portion of the agenda is a means of expediting routine matters that must be acted on by the Board. All items are approved with one motion. Any items may be removed for discussion at the request of any Board Member.

- A. APPROVAL OF MINUTES OF THE LOCAL BOARD.** Approval of the Minutes of the Regular Meeting held May 7, 2014.

Officer Nester moved to accept the minutes of the Regular Meeting held May 7, 2014. Ida de Blanc seconded the motion. The motion was approved unanimously.

NEW BUSINESS

APPROVAL AND ACCEPTANCE OF OFFICER MEMBER. The local Pension Board approves and accepts Officer Larry Chase as the Officer Member of the Local Pension Board for the upcoming term of October 1, 2014 – September 30, 2016.

Larry Chase won by secret ballot for the position of Officer Member of the Local Board.

Officer Chase declined the position and the item was tabled to the next meeting.

APPROVAL AND ACCEPTANCE OF CITIZEN MEMBER. The local Pension Board discusses and considers the application of Amy Bayless as the Citizen Member of the Local Pension Board for the upcoming term of October 1, 2014 – September 30, 2016.

Amy Bayless submitted an updated application for consideration by the Local Board for the new term. Her current term expires September 30, 2014.

Officer Nester moved to approve and accept the application of Amy Bayless for renewal of term as Citizen Member of the Local Board. Ida de Blanc seconded the motion and the motion carried unanimously.

FUTURE AGENDA ITEMS – Listing of items to be placed on a future Board agenda.

ADJOURNMENT: Without objection Chair Bohall adjourned the meeting at 4:35 p.m.

Submitted by:

Approved by:

Mary Ellen Dunn, Secretary

Curt Bohall, Chair



Staff Report

Agenda Item: **APPROVAL AND ACCEPTANCE OF OFFICER MEMBER** – The Local Pension Board approves and accepts Officer Ron Ekholm as the Officer Member of the Local Pension Board for remaining term of October 1, 2014 – September 30, 2016.

Meeting Date: February 4, 2015

Prepared By: Mary Ellen Dunn, Local Board Secretary

Background: Ron Ekholm won by secret ballot for the position of Officer Member of the Local Board.

Recommendation: Staff recommends the Board ratify the election of Ron Ekholm, Officer Member of the Local Board.



Staff Report

Agenda Item: **DESIGNATION OF VICE CHAIR** – Designation of an alternate to serve as Chair in the absence of the Chairperson.

Meeting Date: February 4, 2015

Prepared By: Mary Ellen Dunn, Local Board Secretary

Background: Pursuant to Town of Clarkdale Model Uniform Rules of Local Board Procedure (C)(2), adopted on April 3, 2013, "the Chair may, in his/her absence, designate an alternate to act as Chair".

Recommendation: Staff recommends the Chair designate a Vice Chair to act as Chair in his absence.



Staff Report

Agenda Item: ACCEPTANCE OF NEW OFFICER INTO PENSION SYSTEM.

Local Board approval and acceptance of new officer, Kristin Robertson, into the Public Safety Retirement System with no pre-existing conditions.

Meeting Date: February 4, 2015

Prepared By: Mary Ellen Dunn, Secretary

Background: Newly-hired Officer Kristin Robertson began work in December. After review of her Pre-Membership Physical Report it was determined by the Board Secretary that there were no pre-existing conditions to report. Ms. Robertson has previously contributed to the PSPRS pension and has requested the Board of Trustees transfer her accumulated contributions to the Town of Clarkdale.

Recommendation: It is recommended that the Board formally accept new officer Kristin Robertson to the Town of Clarkdale Public Safety Retirement System.



Staff Report

- Agenda Item:** **BOARD DESIGNATION OF SIGNER FOR RETIREMENT PAPERWORK.** Applications for benefits and other retirement paperwork require the signature of the Local Board Chairperson or designee.
- Meeting Date:** February 4, 2015
- Prepared By:** Mary Ellen Dunn, Local Board Secretary
- Background:** Retirement paperwork is presented to the Local Board for approval prior to submission to the Board of Trustees. Generally, such paperwork may be signed at this time by the Chairperson. However, if changes are recommended or other supplemental paperwork is required, allowing the Board Secretary to sign the paperwork would expedite benefits.
- Recommendation:** Staff recommends the Chair designate the Board Secretary as an alternate signer for retirement benefit paperwork.



Staff Report

Agenda Item: **REVIEW AND ACCEPTANCE OF NEW RATES** – The annual financial report and the annual actuarial report are reviewed and new rates accepted annually by the Board.

Meeting Date: February 4, 2015

Prepared By: Mary Ellen Dunn, Secretary

Background: The State Board of Trustees requires that each year the Local Board review the most current annual financial report and annual actuarial report and formally accept the new rates.

Recommendation: It is recommended that the Board formally accept the new rates determined by the System.